

Minutes

City of Loma Linda

Department of Community Development

Planning Commission

Chair Neff called a regular meeting of the Planning Commission to order at 7:05 p.m., **Wednesday, February 4, 2004**, in the City Council Chambers, 25541 Barton Road, Loma Linda, California.

Commissioners Present: Randy Neff, Chair
Mary Lee Rosenbaum, Vice Chair
Michael Christianson
Shakil Patel

Commissioners Absent: Eric Essex

Staff Present: Deborah Woldruff, Director, Community Development
Rolland Crawford, Director/Fire Chief, Public Safety
Lori Lamson, Senior Planner
Jeff Peterson, Associate Engineer, Public Works Department
Jocelyne Larabie, Administrative Secretary

Consultant: Lloyd Zola, LSA Associates

ITEMS TO BE DELETED OR ADDED

There were no items to be added or deleted.

ORAL REPORTS/PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

There were no oral reports.

CONTINUED ITEMS

PUBLIC HEARING

PC-04-08 - Conditional Use Permit (CUP) No. 02-06 – A request to construct a 2,126 square-foot, five-bay auto service facility with office space. The project also includes an additional 4,248 square-feet of lease space for retail use. The site, located at 25609 Redlands Boulevard, is currently a vacant lot.

Senior Planner Lamson gave the staff report. She explained that the Planning Commission continued the discussion on the proposed project from the January 14, 2004 to accommodate the required noticing for the public hearing and the Notice of Intent to adopt a Mitigated Negative Declaration in accordance with the California Environmental Quality Act (CEQA). The Sun Newspaper had failed to publish the notice in the required time frame as requested by staff.

Ms. Lamson continued to explain that the applicant was requesting the approval of a five-bay auto service facility with attached office space and additional space for retail uses on a site located at 25609 Redlands Boulevard and that the proposed project was in the East Valley Corridor Specific Plan (EVCSP) and was designated as General Commercial (CG). She added that the simple design was compatible with architectural styles, colors, materials, massing, and site amenities of existing buildings and recently approved projects not yet constructed along the north and south sides of Redlands Boulevard. Access to the site is provided by two new approaches on Redlands Boulevard and circulation around the development is sufficient and meets the requirements of both the Public Safety and Public Works Departments.

Ms. Lamson explained that the project included 37 off-street parking spaces, which included two disabled parking spaces in conformance with the EVCSP/CG requirement. She added over 20 percent of the site would be landscaped within the parking areas with a 25-foot wide landscape buffer on the frontage of the site as part of the Landscape Maintenance District.

Ms. Lamson stated that the applicant submitted an Acoustical report dated October 30, 2003 with recommendations for mitigation, which would contain the following measures:

- Construction of the services bays shall be eight-inch thick concrete blocks and sound absorptive panels shall be installed on the interior walls;
- Roof construction shall be of built-up construction and the 6-foot block wall shall be maintained;
- Limited construction hours and limited hours of operation to minimize the disturbance to the neighboring properties.

Ms. Lamson stated that the five findings for a Conditional Use Permit were made, that all the elements of the project were consistent with the existing and draft General Plan, and the design and layout met the EVCSP/CG development standards for this type of use.

Chair Neff opened the public comment period at 7:10 pm.

Mr. Bill Cloud, Jonathan Zane Architects, 1574 Elizabeth, stated to the Commission that the design is intended to make the roofline interesting and keep the style of the building very simple.

Commissioner Patel asked Mr. Cloud why palm trees were not in the landscape plan. Mr. Cloud explained that they had selected different species of trees that would afford more shade.

As there were no other comments, Chair Neff closed the public comment at 7:15 pm.

Commissioner Christianson stated that he was encouraged to see development on the vacant properties on Redlands Boulevard.

Commissioner Rosenbaum entered the Council Chamber and was given an update of the discussion to this point.

The discussion continued on the following items:

- Landscape plan: the plan was processed through both the Community Development Department and Public Works Department. Senior Planner Lamson stated that staff would work with the applicant to ensure that appropriate landscaping was put in;
- EVCSP – Director Woldruff stated that the project met the development standards for an automotive service use.

Motion by Christianson, seconded by Patel, and carried by a vote of 4-0, to Adopt the Mitigated Negative Declaration and the Conditional Use Permit (CUP) No. 02-06 based on the Findings and subject to the amended Conditions of Approval. (Essex Absent)

PC-04-09 - DEVELOPMENT CODE AMENDMENT (DCA) NO. 03-01 (PUBLIC HEARING, LIMITED TO 1 HOUR) A proposal to establish a historical overlay district in the City's Historic Mission Area that will preserve and enhance the area and associated historical and cultural resources, and provide standards and guidelines for new development, adaptive reuse, restoration, rehabilitation, and demolition projects. The proposed overlay district boundaries generally are Redlands Boulevard on the north, Barton Road and the San Timoteo Creek Channel on the south, Loma Linda City limit line on the east, and Mountain View Avenue on the west.

Director Woldruff presented the staff report and explained that on December 3, 2003 and December 17, 2003, the Planning Commission reviewed a revised version of the draft Ordinance and made further changes to the document which were placed on the January 14, 2004 agenda. Ms. Woldruff summarized the requested changes (*In Italic*) as follows:

- 1) Amended intent on item 3 on Page 1 to say: *Allow for the continued use and enjoyment of existing properties by limiting the focus of the ordinance to new development projects and/or rehabilitation, restoration, adaptive reuse, and demolition of historical and/or cultural resources;*
- 2) Made corrections to item 4 to *complementary*
- 3) Amended text as follows: *The inventory shall be updated based on information provided by cultural resource studies required for development projects located within the Overlay District boundaries, as needed. The respective project applicant and/or developer shall be responsible for the preparation of any required cultural resource study*
- 4) Further Study Section amended as follows: *The respective project applicant and/or developer shall be responsible for the preparation of any required cultural resource study.*
- 5) Page 4, Historic Resource Evaluation Report modified as follows: *if found to be significant..*
- 6) Page 5, General Plan Land Use Designation and Zoning revised to the current year – 2004.
- 7) Standards for new development language added: *New development, adaptive reuse, rehabilitation, and restoration projects shall conform to the following standards.*
- 8) Architectural and Site Design to say: *Development standards shall vary based on the proximity of a proposed development project to a historical and/or cultural resource(s) or the presence of a historical and/or cultural resource(s) within a project site.*
- 9) Paragraph 2 of No. 1, "Architectural and Site Design was clarified as follows: *Of the three corridors, Mission Road is the most important in terms of historic preservation due to the high concentration of historic and cultural resources, particularly on the north side of the road. Mission Road is the focal point and heart of the Overlay District. New development along the Mission Road frontage shall conform to the historic architectural styles and site design parameters listed below. New development along the California Street and Redlands Boulevard frontages shall be sensitive to the historic nature of the area while encouraging the use of interpretive historic architectural styles and site designs*

- 10) Paragraph 3, of the same item, (page 6), new wording was added at the beginning of the paragraph: *shall consider the design characteristics of each development project*
- 11) Added details in item #4 on page 7 – Buffer Zones: *The Planning Commission may require a larger or smaller buffer zone based on the nature of the affected resource(s) and how well the resource(s) has been integrated into the proposed development project. The Historical Commission may provide recommendations to the Planning Commission as appropriate*
- 12) Page 7, item #5 – Trails and Pedestrian Paths – Changed to “*shall*” in the last sentence.
- 13) Page 7, Item #6 – Parking: The word “*Parking*” was added at the beginning of the paragraph.
- 14) Under Item #8 – Sign Programs: The following sentence was added at the end of the paragraph: *Neither billboards nor advertising signs shall be permitted along the Mission Road frontage.*
- 15) Page 8, #10 – Mission Road Street Standards – Language was added to clarify the appropriate use of medians on Mission Road to say: *In front of an* at the end of paragraph 10.
- 16) Page 10 – Dangerous Buildings and Structures. The paragraph was revised as follows (changes are in *Italic*): *Buildings or structures that are more than fifty (50) years old may be demolished* if findings have been made by the Building Official pursuant to other provisions of the Municipal Code declaring that the building or structure is either a public nuisance or a dangerous building. Prior to issuance of a Demolition Permit, the Community Development Department Director (or designee) shall confer with the Historical Commission Chair and Building Official to determine the potential for alternative, non-demolition remedies and/or the salvage and reuse of historical architectural features and artifacts. *In addition, photo documentation and recordation may be required if the resource is historically significant to the City. Photo documentation and recordation would be conducted in accordance with the standards and guidelines of the Historic American Building Survey and Historic American Engineering Record (HABS/HAER).* If no alternative, non-demolition remedies are available; the Demolition Permit may be issued in accordance with all other City ordinances and requirements.

Discussion continued and clarification was given on the differences between a Historical District, defined as an area where there is a high concentration of significant elements of history, and a Historical Overlay District, in which resources are not in high concentration and are scattered throughout the area.

Chair Neff opened the public comment period at 7:50 pm.

Mr. Jerry Bartram, CPA, 35470 Beech Avenue, Yucaipa expressed his concerns to the Commission regarding the possible replacement of Mobile Home Parks Designation (MHP) with an industrial designation effectively eliminating affordable housing for residents with low incomes. Director Woldruff explained that all existing uses would be able to continue that use. However, when the property was sold, the new owner would have to respect the criteria of the Ordinance.

Mr. Michael Stewart, 25810 Kellogg, Loma Linda, Vice Chair of the Historical Commission, commented that the Historical Commission had recognized that this Ordinance would allow development to occur on Mission Road and the historical resources to be preserved.

Chair Neff closed public comment at 8:05 pm

Commissioner Christianson stated that he had been a member of the Mission Historical Overlay District Subcommittee and was interested in preserving resources, but had concerns that a 50-foot buffer zone was not adequate. Director Woldruff explained that the 50-foot barrier requirement was the minimum that would be approved, and that it could be wider in some cases.

Chair Neff moved the discussion to the Negative Declaration and the Development Code Amendment. No comments were given.

Motion by Christianson, seconded by Rosenbaum, and carried by a vote of 4-0 to adopt the Negative Declaration and approve Development Code Amendment (CDA) No. 03-01 (Draft Mission Historical Overlay District Ordinance based on the findings, and make a recommendation to City Council to approved the project.

WORKSHOP AND STUDY SESSION ITEMS

PC-04-10 - GENERAL PLAN UPDATE PROJECT - The project is a comprehensive update to the City's General Plan, which was originally adopted in 1973. A Draft General Plan document has been prepared based on public input received in various public workshops over the past two years. The draft document has been designed to respond to and reflect the City's changing conditions and community goals in order to guide the City's development during the next twenty years. The project boundaries include all of the City's corporate limits and the Sphere of Influence in the San Bernardino County unincorporated areas generally located south of Redlands Boulevard, east of California Street, south of Barton Road and west of the San Timoteo Creek Channel, and the southeast portion of the South Hills area into San Timoteo Canyon and south to the Riverside County line. The Draft General Plan document addresses issues and sets broad policies related to Land Use, Community Design, Circulation, Economic Development, Housing, Conservation, Open Space, Noise, Safety, Public Services and Facilities, and Historic Preservation.

Director Woldruff gave the staff report and explained that the General Plan Update had been 10 years in the making with many workshops to receive input from the community. She continued to say that the greatest changes were made to the Land Use Designation and the Community Design Elements.

She continued to describe the process, which began in 2001 with the contract with LSA Associates, Inc. to prepare the General Plan Update and the Environmental Impact Report. LSA obtained information through 16 workshops as follows:

- July 2001 with 3 workshops
- January 2002 with 3 workshops
- July 2002 with 4 workshops
- November 2002 with a workshop on the Transportation and Circulation Element
- April 2003 with 3 workshops
- August 2003 with a workshop on the Housing Element directed more specifically toward the Housing Advocacy groups throughout the area.

Director Woldruff continued to say that the traffic modeling issues had been resolved and that the Draft General Plan Update was now ready for review. She introduced Mr. Lloyd Zola who would conduct a presentation on the draft document.

Mr. Zola demonstrated the changes to the Draft General Plan via a PowerPoint presentation. He explained that there were seven State required components:

- Land Use
- Circulation
- Housing
- Conservation
- Open Space
- Noise
- Safety

He added that the City had broadened the document with three optional elements:

- Public Services and Facilities
- Community Design
- Economic Development

The General Plan Process included the following stages:

- Initial Workshops to address issues and vision with input from the public, the business community and decision makers;
- Workshops to review land use alternatives with input from the public, the business community and decision makers;
- Workshops to review circulation issues with input from the public, the business community and decision makers;
- Workshop with affordable housing providers to review draft Housing Element; State review of Housing element;
- Planning Commission workshops to review draft General Plan;
- Public Hearings before the Planning Commission;
- Public Hearings before the City Council.

Mr. Zola detailed the major changes in the Loma Linda General Plan starting with the Community Vision and providing information regarding all 10 elements that were revised and rewritten. He explained the implementation programs that would evolve from the Adopted General Plan and stated that there would be follow-up studies and actions on several topics from the zoning ordinance and map to business promotion to disaster preparedness; Intergovernmental Coordination from land use planning to library planning; and Strategic Planning to review the General Plan on an annual basis, the review Capital Improvement Programs for General Plan consistency, and to maintain an up-to-date General Plan.

Director Woldruff stated that an invitation was sent to the complete general plan mailing list, that the Draft General Plan was available for review on the City's website, with hard copies were on hand at the Loma Linda library, in the Community Development Department, and with provisions for the purchase of a hard copy for approximately \$65 or on a CD for the cost of reproduction. She added that the Draft EIR would also be made available in much the same way, but it would not be posted on the website.

Discussion continued and the following issues were touched on:

- Livable/Walkable communities
- Creation of a downtown with a proposed parking district

- Community Design
- The opportunities for social contact as part of a downtown area.
- Open Space
- Agriculture – Conversion from agriculture to other types of designations, and the potential for maintaining those uses
- Housing types to accommodate growth projections as calculated by the Southern California Association of Governments (SCAG)
- Development Agreements for buyout in lieu of affordable housing
- Transportation issues and Rapid Transit

Mr. Glenn Elssmann, 24949 Prospect Avenue, Loma Linda asked staff at what moment would specific issues be addressed. Director Woldruff replied that staff was making plans for Public Hearings and all verbal and written testimony would be accepted. Although the timeline was not established, staff was planning for three Public Hearings at the Planning Commission and three Public Hearings at the City Council for a projected approval date sometime in April 2004.

The discussion was concluded and the following motion was made:

Motion by Rosenbaum, seconded by Christianson, and carried by a vote 4-0 to continue the discussion on the Draft General Plan Update Project to the Public Hearing on February 11, 2004.

PC-04-11 - DEVELOPMENT ISSUES CHECKLIST - A Planning Commission project to create a generic list of issues and concerns relative to development projects that may be used as an informational handout for prospective developers.

Senior Planner Lamson gave a brief staff report to inform the Commission that staff was looking for the Planning Commissioners to modify or add to the draft list so it could be concise and organized.

A discussion ensued and addressed the following items:

- Ongoing update of the list with approvals of new projects – Add items as new projects are brought to the Planning Commission for consideration;
- Healthy Living standards – Commissioner Patel would provide Healthy Living pamphlet;
- Landscaping – Developers could be creative to address energy saving and traffic calming; Commissioner Christianson in favor of keeping Sycamore trees on tree list – Associate Engineer Peterson mentioned damages to sidewalks and foundations. – Mr. Glenn Elssmann pointed out that they could be used in park settings because they provide proper shade canopies

The following checklist items were modified:

1. Needed more detail on the Livable Communities Concepts so developers clearly know what the Planning Commission is looking for;
2. Clarify wording so that checklist was appropriate for different types of development;
6. Combine Lines 6, 19 and 21, as they addressed same type of issues;
7. Add size of trees to be used;
16. Add the wording “so as to not block view”

It was the consensus of the Planning Commission to continue the discussion to the Regular meeting of March 3, 2004.

PC-04-12 - APPROVAL OF MINUTES – Minutes of the Special meeting of July 23, 2003, the Minutes of the Special meeting of October 7, 2003, Minutes of the Regular meeting of November 5, 2003.

Motion by Christianson, seconded by Rosenbaum, and carried by a vote of 4-0, to approve the Minutes of the Special meeting of July 23, 2003.

Motion by Christianson, seconded by Rosenbaum, and carried by a vote of 4-0, to approve the Minutes of the Special meeting of October 7, 2003.

Motion by Rosenbaum, seconded by Christianson, and carried by a vote of 4-0, to approve the Minutes of the Special meeting of November 5, 2003.

The minutes of the meeting of November 19, 2003 were continued to the next regular meeting of March 3, 2004.

REPORTS BY THE PLANNING COMMISSIONERS

Commissioner Patel had questions regarding the state of the trees on Hinckley Street east of the easement. Director Woldruff replied that she would ask Public Works Director Thaipejr and report back to him.

COMMUNITY DEVELOPMENT DIRECTOR REPORT

Director Woldruff stated that the Department had been really busy with the Development Code Amendment and the Draft General Plan Update. Senior Planner Lamson reported that she was busy with nine projects and warned the Commission that 20 more may be on the horizon.

ADJOURNMENT

Motion by Neff, seconded by Christianson, and unanimously carried to adjourn to a special meeting on February 11, 2004.

The meeting was adjourned at 9:50 pm

Minutes approved at the regular meeting of May 5, 2004.

Administrative Secretary